The HIPAA E-Tool®

Quick Check for HIPAA Compliance Gaps

HIPAA safeguards the privacy and security of protected health information (PHI) created, received, maintained, or transmitted in any form, including electronically.
Use this checklist to identify gaps in your HIPAA compliance program. It's a starting point to identify where you can improve. The HIPAA E-Tool® allows you to answer "yes" to every question.

	Yes	No
Designated HIPAA Compliance Officials		
Do you have a privacy official and a security official (who can be the same person) with documented duties?		
Risk Identification		
Have you completed and documented a thorough analysis of the potential risks to the security of your organization's electronic protected health information?		
Risk Management		
Have you established and documented procedures to reduce the level of Risks to a reasonable and appropriate level?		
HIPAA Policies and Procedures		
Do you have Privacy, Security, and Breach Notification Rule Policies and Procedures in place?		
Have you updated your Policies and Procedures to include information on Substance Use Disorder (SUD) by the February 16, 2026, deadline?		
Business Associates		
Have you completed and documented a Due Diligence assessment of all BAs?		
Do you have current Business Associate Agreements with all BAs?		
Workforce Training		
Do you provide and document general HIPAA awareness training for all staff at the time of hire and refresher training at least once a year?		
Do you provide and document role-specific HIPAA compliance training for all staff who handle PHI?		
Emergency and Contingency Planning		
Do you have plans to deal with an emergency that interrupts access to PHI, such as a fire or a cyberattack?		
Do you practice your emergency contingency plan at least once a year?		
Ongoing HIPAA Compliance Monitoring		
Do you regularly review records of information system activity, such as EHR audit and access logs?		
Do you regularly walk through your facility to observe physical safeguards and staff compliance with administrative and technical safeguards?		

HIPAA Compliance may seem complex or difficult, but
The HIPAA Rules are easy to follow step by step when you know the steps.

Email: info@hipaaetool.com
Call: 800-570-5879